

Class Search, Registration, and Textbook Information

1. Navigate to <https://One.IU.edu> in your favorite browser.



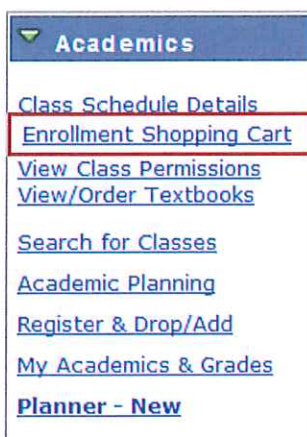
2. In the search bar at the top, search for "Student Center (SIS)"



3. Log in with your IU Username & Passphrase. If you are prompted to complete the Duo Two-Step login as well, go ahead with that step too.

A screenshot of the Central Authentication Service login form. It has a title "Central Authentication Service" at the top. Below the title are two input fields: "Username:" and "Passphrase:". At the bottom center of the form is a red "Login" button.

4. Once you're in your Student Center, click on the Enrollment Shopping Cart link. It's located on the left side of the screen.



- You'll probably have to move through a few screens of questions before you reach the actual shopping cart. Continue through each prompt until you reach the view in point #6.
- If you already know the Class Number for a specific section, you can enter it in the "Class Nbr" box (1) To look up classes via the search tool select "Class Search." (2)

INDIANA UNIVERSITY
 Favorites | Main Menu | Self Service | Academic Planning | Enrollment Shopping Cart
 Go to Bottom | Student Center

Jane Doe
 Search For Classes | My Planner | My Academics And Grades
 Academic Planner | Shopping Cart | Course History

Shopping Cart

Add Classes to Shopping Cart

Use the Shopping Cart to temporarily save classes until it is time to enroll for this term. Select Validate to have the system check for possible conflicts prior to enrolling.

When you are satisfied with class selections in your shopping cart, select the Enroll button

Fall 2017 | Undergraduate | East

Add to Cart
 Enter Class Nbr
 Enter

Find Classes
 Class Search
 My Planner

- Search for classes via the Class Search tool. Enter relevant search criteria and click "Search" in the lower right corner.

Class Search

Search for Classes

Select at least 2 search criteria. Select Search to view your search results

Class Search

Course Career: Undergraduate
 Course Subject: select subject
 Course Number: is exactly

Show Open Only
 Check for Class Permissions and Maximum Hours Limit
 Show Only Classes that do not conflict with My Schedule

Additional Search Criteria

Meeting Start Time: greater than or equal to
 Meeting End Time: less than or equal to
 Include: include only these days
 Mon Tues Wed Thurs Fri Sat Sun

Instructor Last Name: begins with
 Class Nbr: ?
 Course Keyword: ?
 Class Description Keyword: (example: romantic)
 Minimum Units: greater than or equal to
 Maximum Units: less than or equal to
 Course Component:
 Session:
 Mode of Instruction:
 Campus:
 Location:

Course Attribute 1:
 Course Attribute 2: (Ex: eText, Honors, HYBRID, Distance Ed)

Return to Shopping Cart | Clear | Search

8. Once you've found the class you want click "Select Class".

Class Nbr	Class Type	Session	Units	Component	Status	Avail	Wait	Details
27729	Enrollment	Regular	3	Lecture		1	Select Class	

Days & Times	Room	Instructor	Meeting Dates
MoWe 2:00PM - 3:15PM	Springwood Hall (RW) 201	J. Melissa Blankenship	08/21/2017 - 12/11/2017

Class Notes Course fee required

9. Then click "ADD TO SHOPPING CART"

Class Nbr	Component	Days & Times	Room	Instructor	Start/End Date	Status	Units
27729	Lecture	MoWe 2:00PM - 3:15PM	Springwood Hall (RW) 201	J. Melissa Blankenship	08/21/2017 - 12/11/2017	●	3.00

10. To enroll, select the courses in your shopping cart (1). When you have the courses you want selected, click the "Enroll" button (2) and continue through prompts until you have enrolled completely.

Select	Delete	Class	Days/Times	Room	Instructor	Units	Status	Enroll Status	Waitlist?
<input checked="" type="checkbox"/>		ENG-W 131 (27729)	MoWe 2:00PM - 3:15PM	Springwood Hall (RW) 201	J. Blankenship	3.00	●	Not Enrolled	<input type="checkbox"/>

for selected

Validate Enroll

How to View/Order Textbooks

1. Navigate back to your Student Center home page.
2. You can see your textbook list by following the "View/Order Text books" link. Barnes & Noble runs our bookstore, so you'll need to choose the Barnes & Noble button when you reach the next screen. Note that you may need to "allow popups" from IU in order to see your textbook list.
3. The Barnes and Noble website will automatically list your required books for the upcoming semester. You can purchase online directly through this website, or if you are close to campus, you can print the list and take it to the bookstore, which is located on the lower level of Whitewater Hall, near Admissions.

Tips:

1. Required books are mandatory for your courses. Recommended books are sometimes suggested by the publisher and not the instructor. Be sure to have the required books by the time classes begin, but know that most students will wait until the first day of class to determine if they need to purchase the recommended books.
2. If you purchase your books somewhere besides the IU bookstore (or their website), make sure you have the exact ISBN number for the book that is provided in the Barnes and Noble list. Editions change and you'll want the exact book the instructor is using for the class, otherwise information or page numbers could be inaccurate.
3. Once you take off the wrapping on a newly purchased book, it is considered a "used" text and will not be eligible for a full refund.

What's an "eText"?

1. Some courses have what's called an "IU eText" or "eText" which is a book that you will access electronically with instructions from the instructor, typically through Canvas and/or Courseload. With an "eText" you will automatically be charged a fee, through IU, as part of your tuition and fees. It is not something you will purchase through Barnes and Noble or other vendors like Amazon or Chegg. If your Barnes and Noble textbook list states that you have a book that will be accessed through Courseload, that's likely an "eText."
2. Note that "eText" books/materials are different from buying or renting a digital version of a textbook from Barnes and Noble, or any other textbook vendor. A digital version of a textbook is an electronic format for a textbook that may have originally been a paper textbook. It's just an option for you, as you are selected the type of book you'd like. Some students prefer the electronic format.